Turn your love of animals into a career.

See page 2
Veterinary assistants are an integral part of every veterinary team. Moraine Valley’s Veterinary Assistant Program is a one-semester, National Association of Veterinary Technicians in America (NAVTA) approved noncredit course that includes more than 150 hours of instruction plus 100 hours of externship experience working in a clinical setting.

NAVTA-APPROVED TRAINING PROGRAM
Participants who graduate from our NAVTA-approved program are eligible to sit for the Approved Veterinary Assistant (AVA) exam. “The AVA credential lets potential employers know that this candidate not only passed a course giving them the knowledge necessary to be successful, but they also learned important hands-on skills during an externship and went on to pass a national exam to prove their understanding of essential concepts for their role,” expert instructor Michelle Schenck said. “AVAs are in high demand.”

A CAREER BUILDER
Completing the Veterinary Assistant program and receiving an AVA credential from NAVTA is a steppingstone toward starting a career in veterinary medicine. Moraine Valley student Nikki Kuduk said the college is “a great place” to begin her education. “I’m looking forward to completing my education here then studying hard to earn my Doctor Veterinary Medicine and hopefully working with ocean life,” she said.

REWARDING EXPERIENCES
For those with a passion for animals, working in veterinary medicine is the perfect career path. “Working with animals is a rewarding career because you know you helped something that can’t help themselves,” Kuduk said. “We see animals come in really sick or injured, and when they come back, they’re healed, and you get to see really big smiles and wagging tails.”

For more details, visit morainevalley.edu/vetasst
For class listings see Veterinary Assistant under Career Training.

For an appointment, call (708) 974-2110.
Noncredit

Life-long learning is not always about earning a degree or certificate. Moraine Valley’s Corporate, Continuing and Community Education (CCCE) department offers learning opportunities to enrich your life and grow your career through short courses and professional certification programs. Develop new skills or a personal passion with classes designed to allow you to expand your knowledge and creativity. Explore our different areas:

Community Partner
Explore innovative instruction, training and learning services that are designed for personal enrichment and the pursuit of your passions. Explore courses that can develop skills to take your career to the next level, help train for a new career, or inspire you to learn something new for your own personal interest.

Business Partner
CCCE offers training and professional development solutions designed to help businesses and their employees develop new skills or stay current with technology and trends. Custom training can take place in a format that works best for your needs.

Career Connections and Workforce Development
Our career connections and workforce development prepare individuals for the workforce and provide job placement assistance, educational assistance, and supportive services. Participants may also be eligible to receive tuition assistance that can be applied toward college classes, certificate, and degree programs offered by hundreds of approved training providers in Cook County.

Learn more at morainevalley.edu/ccce

Register early!
Classes are canceled a week before start date if minimum enrollment is not reached.

UPDATE YOUR CONTACT INFORMATION
Class information for noncredit virtual classes will be confirmed and shared by email and/or phone. To ensure you have the best possible experience, be sure your phone number and email address are up to date when you register for classes.

NOTICE: This schedule is published each semester for informational purposes and should not be regarded as an irrevocable contract between the student and the college. The college reserves the right to change, without notice, curriculum course structure and content, class times, fees and other charges, program requirements, and other matters within its control.
50 Plus Ageless Learning
For more information, call (708) 974-5735.

50 Plus Computer Basics I
Introduces computers to those with little to no computer experience. Concepts include basic navigation, desktop, taskbar, file browsing, file management, web basics, and fundamentals of word processing using Word. Textbook and USB flash drive required.
EC4-108-170 Mon/Wed, Sep 12-Sep 29, 9:00am-12:00pm, 3Wks, Palos Hills, Rm. T952 $155.00

50 Plus Computer Basics II
Includes instruction in word processing, spreadsheet, PowerPoint, and database applications for personal use. Textbook and USB flash drive required. Prerequisite: 50 Plus Computer Basics (EC4-108) or equivalent.
EC4-109-170 Mon/Wed, Oct 3-Oct 20, 9:00am-12:00pm, 3Wks, Palos Hills, Rm. T952 $155.00

Creating Retirement Income
Examine savvy Social Security claiming strategies. Explore the use of investments and annuities to create the income you need in retirement. Compare income-generating strategies to determine which options work best for you.
EC4-385-200 Tues, Oct 18-Oct 25, 7:00pm-9:00pm, 2Wks, Palos Hills, Rm. T909 $40.00

Cutting Taxes on IRA Withdrawals
This program is for investors age 60+ who have money in any type of retirement plan and want to pay less to the IRS.
EC4-386-170 Thur, Oct 20, 1:30pm-3:00pm, 1 Day, Palos Hills, Rm. T910 $20.00

Drawing Basics
Expand your knowledge if you are an advanced student and acquire the basics if you are a novice. Gain the ability to render any subject matter and use drawing mediums such as conte, charcoal, and pen and ink. Learn the three forms of drawing: gesture, contour and mass drawing. Covers composition, light, shadow arrangements, and perspective. Supply list given at first class.
EC4-101-170 Mon, Aug 29-Nov 7, 1:00pm-3:00pm, 10Wks, Palos Hills, Rm. F159 $100.00
EC4-102-170 Mon, Nov 14-Dec 12, 1:00pm-3:00pm, 5Wks, Palos Hills, Rm. F159 $50.00

Retiring: A New Financial Frontier
Are you concerned about making good decisions as you plan to retire? This workshop includes Social Security—How to maximize benefits and increase retirement income; Medicare—Untangle the web of decisions and evaluate supplement options and costs; Estate Planning—Effectively transfer wisdom and wealth to your heirs. This workshop goes beyond standard retirement planning to help you ensure success and peace of mind in this exciting new act of your life.
EC4-170-270 Sat, Oct 15, 9:00am-12:00pm, 1 Day, Palos Hills, Rm. M202 $49.00

Social Security 101 Workshop
An overview of the benefits administered by Social Security, including eligibility requirements. Also covers planning for retirement benefits, how disability and survivor benefits from Social Security provide for a family, and Social Security’s Online services.
EC4-219-400 Wed, Oct 12, 4:00pm-6:00pm, 1 Day, VRTL, ONLINE Free

Watercolors
Learn to paint with watercolor using transparent pigment, color, and design. Materials list given at first class.
EC4-105-170 Mon, Aug 29-Nov 7, 10:00am-12:00pm, 10Wks, Palos Hills, Rm. F159 $100.00
EC4-106-170 Mon, Nov 14-Dec 12, 10:00am-12:00pm, 5Wks, Palos Hills, Rm. F159 $50.00
Arts and Crafts

For more information, call (708) 974-5735.

Acrylic Pour Paint "Fault Line"
Create a stunning, one-of-a-kind 16" x 20" canvas painting in the innovative fault line style of acrylic pour painting. Delve into paint colors, mixing and exploring paint styles to achieve the perfect fluid masterpiece. While aprons, gloves, etc., will be provided, dress accordingly since we will be using water-based acrylic paint.

All materials included.
CR4-223-200 Thursday, September 22, 6:30pm-8:30pm, 1 Day, Palos Hills, Room F159 $45.00

Bottle Cutting & Candle Making
Learn how to create your own custom candle and the basics of cutting a wine bottle to be used as a candle holder. All materials will be provided, however, feel free to bring your wine bottle of choice for a more custom look.

CR4-222-200 Thursday, October 6, 6:30pm-8:30pm, 1 Day, Palos Hills, Room F159 $40.00

Create Your Own Holiday Swag Wreath
Design a modern swag wreath perfect for the holiday season! Swag wreaths have a modern aesthetic and are typically gathered at a central point and fan out at the bottom end. The process will be simplified, so whether you’re a crafting newbie or a DIY pro you’ll be able to create a beautiful masterpiece. All materials and supplies are included.

CR4-226-200 Thursday, October 20, 6:30pm-8:30pm, 1 Day, Palos Hills, Room F159 $45.00

Crocheting I
Learn the basics of crochet chain, single crochet, double crochet, simple shaping, and how to read basic patterns. Bring 1 skein of solid, light-colored #4 medium-weight yarn and size US H-8 (5mm) crochet hook to first class.

CR4-262-200 Wednesday, September 28, 6:00pm-9:00pm, 8 Weeks, Palos Hills, Room M202 $125.00

Drawing for Beginners
If you can write your signature, you can learn how to draw. Bring a drawing tablet and drawing pencil. Materials not included.

AR4-205-200 Tuesday, September 13-14-20, 7:00pm-9:00pm, 8 Weeks, Palos Hills, Room F159 $125.00

Holiday Door Sign
Create a custom "Happy Holidays" door sign. You’ll paint your door sign and phrase in your choice of colors. You’ll also learn how to design several bow styles that are sure to add a touch of elegance to your door sign. All materials and supplies are included.

CR4-230-200 Thursday, November 3, 6:30pm-8:30pm, 1 Day, Palos Hills, Room F159 $40.00

Jewelry Making: Metal & Mixed Media
Design, sawing, polishing, soldering and setting techniques used to create jewelry. Some experimental approaches such as water casting and fusing will be introduced. Tools used in class are furnished. Supply list provided at first class (approximate cost $100).

AR4-499-200 Saturday, September 17-18, 9:00am-12:00pm, 10 Weeks, Palos Hills, Room F164 $185.00

Pottery: Best of Both
Learn techniques to make wheel-thrown and hand-built mugs, bowls and vases. Decorative hand-built accents, handles and glazing techniques are demonstrated. Includes clay, glazes and kiln firing.

AR4-496-200 Tuesday, September 13-20, 6:00pm-9:00pm, 10 Weeks, Palos Hills, Room F165 $275.00

Stained Glass I
Learn soldering and cutting techniques. At first class, the instructor will demonstrate techniques and give students a list of materials and tools to purchase (approximate cost $125).

CR4-214-200 Wednesday, September 14-20, 7:00pm-9:30pm, 10 Weeks, Palos Hills, Room F159 $160.00

Culinary Delights

For more information, call (708) 974-5735.

Coffee Tasting with Strange Brew
Explore coffee through sight, taste and smell. Join Strange Brew’s owner, Matt, as he takes you through an at-home coffee flight tasting to learn how to differentiate between coffee origins and roasting levels. Participants will learn about coffee cupping, which is the process roasters and baristas go through after buying/roasting new batches of coffee as a way to maintain quality assurance and develop the tasting notes that go on the bags.

CR4-210-200 Thursday, October 6, 6:00pm-7:30pm, 1 Day, Palos Hills, Room H140 $35.00

Noncredit Schedule Key

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Code</th>
<th>Day(s)</th>
<th>Start Date</th>
<th>Time</th>
<th>Room</th>
<th>Fee</th>
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Basic Knife Skills
Learn how to use your knife as a professional chef. This class will introduce students to the basics of knife skills, prep and maintenance. All materials and knives are provided, and students will bring home the knives. Students will also have the opportunity to learn how to utilize the ingredients that they applied knife skills to, and taste recipes prepared toward the end of class.

CR4-286-200 | Friday | September 29 | 6:00pm-9:00pm | 1 Day, Palos Hills, Room M134 | $149.00 |

Greek Street Food
Join Chef Lampros on a culinary adventure based on Greece’s most popular dishes. Learn how to make the perfect Grecian chicken and pork souvlaki, Greek potatoes, traditional village salad, tzatziki sauce and other mezze type dishes. Bring your appetite and be prepared to enjoy and learn more about Greek culture, lifestyle, and cuisine. Opa!

CR4-407-200 | Friday | October 1 | 6:00pm-9:00pm | 1 Day, Palos Hills, Room M134 | $119.00 |

Mexican Food Made Easy
Join Chef Lampros and learn simple and basic techniques and traditional recipes for creating flavorful, authentic and fun Mexican recipes like tacos, fajitas, pico de gallo, guacamole, and other popular favorites. Get ready to learn, have fun and sample a variety of plates at the end of class.

CR4-406-200 | Friday | September 29 | 6:00pm-9:00pm | 1 Day, Palos Hills, Room M134 | $119.00 |

Soups: A Winter Must
Join Chef Lampros and learn how to make healthy and delicious stocks and soups. We will go through a variety of stocks and soups, by utilizing simple and common ingredients. Bring your appetite and be prepared to learn and enjoy a variety of creamy and broth-based soups.

CR4-369-200 | Friday | November 4 | 6:00pm-9:00pm | 1 Day, Palos Hills, Room M134 | $119.00 |

Succulent Sauces
Join Chef Lampros and learn how to create the Béchamel sauce, one of the famous “mother” sauces. In this hands-on class, we’ll explore and make recipes, such as mac and cheese, spinach and artichoke dip, and scalloped potatoes along with tips that will help you to use the sauce to accompany pasta, vegetables and more. Get ready to be inspired and bring your appetite as we will be sampling the sauce made in several dishes.

CR4-401-200 | Friday | November 11 | 6:00pm-9:00pm | 1 Day, Palos Hills, Room M134 | $119.00 |

Film and Movies

For more information, call (708) 974-5735.

Film Tour of Old Joliet Prison
Located about 30 miles outside Chicago, the Old Joliet Prison served for years as a state penitentiary and a movie set. Learn more about the prison’s double histories filmed at the site.

HB4-419-001 | Saturday | September 24 | 11:00am-1:00pm | 1 Day, OFFC, Old Joliet Prison | $55.00 |
| HB4-419-002 | Sunday | October 9 | 11:00am-1:00pm | 1 Day, OFFC, Old Joliet Prison | $55.00 |

Fitness/Health/Sports

For more information, call (708) 974-5735.

Mindfulness-Based Stress Reduction - Free Orientation
This is an information session on MBRSR and its benefits.

PD4-100-200 | Thursday | October 6 | 6:00pm-7:00pm | 1 Day, Palos Hills, Room M202 | Free |
Discover a variety of new courses exploring nature & wildlife including, Natural Navigation, Weather Watching, Native Plants and more! See Nature and Wildlife.

Mindfulness-Based Stress Reduction
Learn mindfulness techniques as it relates to stress reduction and how to integrate them into your daily life. Topics include guided instruction in mindfulness meditation practice, gentle stretching, yoga, inquiry exercises and group dialogues. The course will meet for eight consecutive Thursday evenings and one optional all-day weekend session. Students planning to enroll in the MBSR class are advised to attend the orientation if possible.

PD4-101-200 Thu, Oct 13-Dec 8, 6:00pm-8:30pm, 8 Wks, Palos Hills, Rm. M202 $150.00

Tai Chi /Qi gong I
'Tai Chi is an internal system of martial arts that is practiced for its health benefits, but it can be used for self-defense. Qi Gong is an internal system that is a brother/sister to Tai Chi. Its focus is on inner healing and vital energy. The two combine to provide stress reduction, flexibility, inner/outer balance and wellness. Loose-fitting black warm-up clothing and comfortable shoes are recommended.

FT4-302-592 Tues, Sep 13-Nov 22, 7:00pm-9:00pm, 10 Wks, Tinley Park, Rm. 103 $100.00

Yoga I
Learn yoga poses safely while developing strength, balance, flexibility, endurance, concentration and well-being. Bring a yoga mat, two firm blankets, yoga block and strap. Open to all levels in the community.

FT4-245-592 Thur, Sep 8-Oct 13, 6:30pm-7:30pm, 6 Wks, Tinley Park, Rm. 103 $50.00

Yoga II
Deepen your understanding and practice of yoga with ongoing study. Bring a yoga mat, two firm blankets, yoga block and strap. Open to all levels in the community.

FT4-246-592 Thur, Oct 27-Dec 8, 6:30pm-7:30pm, 6 Wks, Tinley Park, Rm. 103 $50.00

Genealogy
For more information, call (708) 974-5735.

Search Techniques for Ancestry
Covers various sites on the internet to search for your ancestry such as ancestry.com, familysearch.org and more.

HB4-370-200 Mon, Sep 26, 6:30pm-8:30pm, 1 Day, Palos Hills, Rm. T909 $30.00

History
For more information, call (708) 974-5735.

Chicago in World War II
Examines the role played by Chicago in the Second World War with a special emphasis on the importance of Chicago industry and people to the war effort.

HS4-210-200 Thur, Sep 8-Sep 15, 5:00pm-7:00pm, 2 Wks, Palos Hills, Rm. M201 $50.00

Korea: The Forgotten War
Covers the first hot conflict of the Cold War. It looks at the causes to the conflict, both foreign and domestic, as well as examines the major events, and sets the Korean Conflict in the context of current international relations.

HS4-215-200 Thur, Oct 13-Oct 20, 5:00pm-7:00pm, 2 Wks, Palos Hills, Rm. M201 $50.00

Languages
For more information, call (708) 974-5735.

Conversational French I
Learn how to ask directions, tell time, and order a meal. Covers money issues and basic grammar. Textbook required.

LN4-205-200 Mon, Sep 12-Oct 24, 7:00pm-9:30pm, 7 Wks, Palos Hills, Rm. A131 $125.00
Conversational French II
Review and reinforce your basic knowledge of French while adding to your vocabulary and fluency in conversation. Textbook required.
LN4-206-200 Mon, Oct 31-Dec 12, 7:00pm-9:30pm, 7 Wks, Palos Hills, Rm. M131 $125.00

Conversational Italian I
Covers words and phrases for travelers. Covers basic grammar, shopping, cuisine, money, and customs. Textbook required.
LN4-260-592 Tues, Sep 6-Oct 25, 6:30pm-9:00pm, 7 Wks, Tinley Park, Rm. 102 $125.00

Conversational Italian II
Review and reinforce your basic knowledge of Italian an while adding to your vocabulary and fluency in conversation. Textbook required.
LN4-261-592 Tues, Nov 1-Dec 20, 6:30pm-9:00pm, 7 Wks, Tinley Park, Rm. 102 $125.00

Conversational Spanish I
Learn to use basic vocabulary and conversation. Spanish customs and culture are explored. Textbook required.
LN4-265-592 Thur, Sep 8-Oct 20, 6:30pm-9:00pm, 7 Wks, Tinley Park, Rm. 102 $125.00

Conversational Spanish II
Review and reinforce your basic knowledge of Spanish while adding to your vocabulary and fluency in conversation. Textbook required. (Prerequisite: LN4-265)
LN4-266-592 Thur, Oct 27-Dec 15, 6:30pm-9:00pm, 7 Wks, Tinley Park, Rm. 102 $125.00

Nature and Wildlife
For more information, call (708) 974-5735.

NEW Midwestern Foraging
Learn how to safely identify plants in the local area that you can cook and make recipes from.
HB4-222-200 Thur, Oct 13, 6:00pm-7:30pm, 1 Day, Palos Hills, Rm. M201 $25.00

NEW Native Plants for a Traditional Landscape
It is vital to our ecosystem that we incorporate more native plants into our urban and suburban landscapes. However, all native plants are not suitable for these smaller areas. We will discuss specific species of native plants that will look beautiful and have a growth habit suitable for urban landscapes. Many varieties of native plants will be discussed for differing levels of light and moisture.
HB4-224-200 Tues, Oct 11, 8:30pm-9:00pm, 1 Day, Palos Hills, Rm. M201 $25.00

NEW Natural Navigation
Learn how to use natural and sometimes unnatural cues to help find your way.
HB4-220-200 Thur, Sep 15, 6:00pm-7:30pm, 1 Day, Palos Hills, Rm. M201 $25.00

NEW Restoring Our Environment One Plant at a Time
Pollinator, insect and bird populations are declining at an alarming rate. One of the main reasons for this is habitat loss. Habitat loss means loss of the native plant species with which these creatures co-evolved. A world without insects and birds means a world without humans. Fortunately, we can help solve this problem by adding native plants to our home and business landscapes. We will discuss why native plants are so important to pollinators and birds, and why pollinators and birds are so important to humans. You will learn what you can do on your property to help these declining species. All landowners have the power to make a difference whether you own ten acres or a ten-foot patio!
HB4-223-200 Tues, Sep 20, 6:30pm-8:00pm, 1 Day, Palos Hills, Rm. M201 $25.00

NEW Weather Watching
Learn the basics of meteorology and how you can predict some of the weather in your own area.
HB4-221-200 Thur, Sep 29, 6:00pm-7:30pm, 1 Day, Palos Hills, Rm. M201 $25.00

Organizational Skills
For more information, call (708) 974-5735.

Get Organized and Stress Less
We are busier than ever before, and our homes and brains and lives feel so cluttered! Learn time management strategies, clutter clearing skills, and easy stress relief tools that fit in your busy life. Take the time to learn to make time and be less stressed.
P4D-430-200 Mon, Sep 19, 6:30pm-8:30pm, 1 Day, Palos Hills, Rm. T909 $30.00

Organizing Your Big Projects and Garages
Organizing projects in your home’s big spaces like garages and basements require special strategies! Learn how to make decisions about clutter and then clear it from your home.
P4D-419-200 Mon, Oct 3, 6:30pm-8:30pm, 1 Day, Palos Hills, Rm. T909 $30.00

Take Control of Your Paper
Do you wonder what papers to keep and for how long? Learn tips and suggestions on what to keep, what to shred, what to save and how to save it.
P4D-431-200 Mon, Oct 17, 6:30pm-8:30pm, 1 Day, Palos Hills, Rm. T909 $30.00

Personal Computing
For more information, call (708) 974-5735.

Secure Your Digital Footprint
What is your digital footprint? How much information is there about you on the internet? This course will show you how easily the information can be found and how to protect your digital identity.
P4C-027-001 Sat, Sep 17, 9:00am-11:30am, 1 Day, Palos Hills, Rm. T101 $30.00

Setting Up a Smart Home
How does a home become smart? What is a smart home? In this course, we will discuss and learn about different technologies that can be used in your home to make it smart.
P4C-029-001 Sat, Oct 1, 9:00am-11:30am, 1 Day, Palos Hills, Rm. T101 $30.00

Photography
For more information, call (708) 974-5735.

Photography I
Take the mystery out of your camera. This class clarifies settings, f-stops, shutter speeds, and ISO. Learn photography basics including composition tips, equipment choices, and useful accessories. Bring your camera and discover what it and you are capable of. Continue learning in Part II.
PH4-300-200 Tues, Sep 6-Oct 11, 7:00pm-9:30pm, 5 Wks, Palos Hills, Rm. F230 $65.00

Photography II
This course is a continuation of Part I. Understand camera settings, f-stops, shutter speeds, and ISO. Learn photography basics including composition, equipment choices, and useful accessories. Bring your camera and discover what it and you are capable of.
PH4-306-200 Tues, Oct 18-Nov 15, 7:00pm-9:30pm, 5 Wks, Palos Hills, Rm. F230 $65.00

Writing/Communication Skills
For more information, call (708) 974-5735.

Creative Writing I
Explore your creative side by learning the basics of fiction writing. Write engaging prose through principles and techniques for short stories and novels. Learn the fundamentals of plotting, point of view, setting, and dialogue. Taught by a professional writer who has written more than 20 books.
WR4-338-200 Wed, Sep 7-Oct 12, 7:00pm-9:00pm, 5 Wks, Palos Hills, Rm. M201 $72.00

Creative Writing II
Designed to augment principles and techniques covered in Creative Writing I. Further refine your writing through creative exercises to help you become a better writer. This course offers more individualized critiques of student work with an additional focus on a creative project.
WR4-343-200 Wed, Oct 26-Dec 7, 7:00pm-9:00pm, 6 Wks, Palos Hills, Rm. M201 $72.00

NEW Writing in Different Genres
Learn the aspects of writing different genres. This course covers the specific stylistic techniques and requirements that vary from genre to genre, but the overall emphasis is on developing one’s writing skills. Taught by a professional writer who has been published in several different genres including mystery, thriller, westerns, sci-fi, and mainstream fiction.
WR4-363-200 Mon, Oct 3-Oct 24, 7:00pm-9:00pm, 4 Wks, Palos Hills, Rm. M201 $72.00
Music

Adult Chorale
An auditioned, adult choir, performing repertoire of outstanding choral works from all eras. Students must be mature, experienced singers with a desire to perform. Required audition for new members will be during first class. Call (708) 974-5758 for information.
MU4-220-200  Mon, Aug 22-Dec 16, 7:00pm-9:00pm, 17 Wks, Palos Hills, Rm. F179  $25.00

MV Percussion Ensemble
This group of percussionists is dedicated to the performance and exploration of music such as ragtime, classical, popular, Caribbean/Latin, chamber and jazz as transcribed for this unique instrumentation. The ensemble will perform several concerts each semester both on and off campus. Members need not have a percussion background in order to participate but should possess intermediate to advanced music reading skills. Note that after the first few rehearsals, occasional rehearsals will be broken down into smaller formats: trios, quartets, quintets, etc. which may not require member's attendance for the full rehearsal (schedule TBA during the first few weeks). Ages 15 to adult. Director's required approval for new members will be during the first two classes. Call (708) 974-5215 for more information.
MU4-309-170  Wed, Aug 24-Dec 16, 4:30pm-6:30pm, 17 Wks, Palos Hills, Rm. F127  $25.00

MVCC Community Orchestra
The Moraine Valley Community Orchestra is a performance group dedicated to the exploration of orchestra literature from the Baroque to the 20th century and beyond. Enrollment is open to orchestral instruments including violin, viola, cello, bass violin and winds. Interested musicians should be proficient music readers with prior experience in high school or college orchestra and/or band. This ensemble will perform several concerts each semester. Director's approval required for new members. Ages 15 to adult.
MU4-307-200  Wed, Aug 24-Dec 16, 7:00pm-9:00pm, 17 Wks, Palos Hills, Rm. F100  $25.00

Moraine Valley Concert Band
An adult symphonic concert band that performs a wide variety of music including traditional marches, musicals, and contemporary works. This group performs several concerts each year both on and off campus. Open to wind or percussion instrumentalists with a desire to perform. Previous high school or college band experience is strongly preferred. Director's required approval for new members will be during the first two classes. Seating auditions for part-placement are typically held during the second full rehearsal. Ages 15 to adult. Call (708) 974-5215 for more information.
MU4-311-171  Thur, Aug 25-Dec 16, 4:30pm-5:30pm, 17 Wks, Palos Hills, Rm. F100  $25.00

Moraine Valley Flute Choir
This course allows intermediate and advanced flute students, through rehearsal and performance venues, to explore music from various eras and cultures. Develop playing and performance skills, improve sight reading, explore a variety of repertoire, enhance teamwork and develop leadership qualities.
MU4-161-170  Wed, Aug 24-Dec 16, 4:30pm-5:30pm, 17 Wks, Palos Hills, Rm. F100  $25.00

Moraine Valley Jazz Combo
This performance group is dedicated to the exploration of small-group jazz improvisation and interaction. Enrollment is open to a flexible instrument format, including but not limited to saxophones, trumpets, trombones, strings, percussion, keyboard/piano, guitar, bass and more. Interested musicians should be strong music readers and prior experience paying jazz is very helpful. Study and performance includes masterworks by significant jazz artists as well as important jazz song forms such as 12-bar blues and 32-bar, A-A-B-A rhythm changes. The ensemble will perform several concerts each semester both on and off campus. Director's required approval for new member will be during the first two classes.
MU4-311-171  Thur, Aug 25-Dec 16, 4:30pm-6:00pm, 17 Wks, Palos Hills, Rm. F179  $25.00

Moraine Valley Jazz Ensemble
The Moraine Valley Jazz Ensemble is an 18- to 20-member jazz big band comprised of adult community members, college students, and advanced high school students. This group provides ensemble experience for saxophone, trombone, trumpet and rhythm section instrumentalists (guitar, piano, bass, drumset) dedicated to the performance and exploration of big band and jazz literature from the 1930s to the present. Repertoire emphasizes study and performance of masterworks by significant historical and contemporary jazz composers. Interested persons must be proficient music notation readers. Prior experience performing in a high school or college jazz ensemble is preferred. Ability to improvise over jazz chord progressions is very helpful but not required. Auditions for new members and part placement will be held during first two rehearsals. Ages 16 to adult. Call (708) 974-5215 for more information.
MU4-308-200  Tues, Aug 23-Dec 16, 7:00pm-9:30pm, 17 Wks, Palos Hills, Rm. F179  $25.00

Performance passion
Become a part of a community of musicians and performers. Your love of music will grow by joining a music ensemble. Our ensembles are comprised of community residents, college and high school students, retirees and seasoned professionals.

Music Ensembles

Chorale
Community-based choir, performs several themed concerts each year

Jazz Ensemble
Explores jazz repertoire from the Swing era to contemporary

Orchestra
Strings, wind and percussion instrumentalists

Chamber Singers, Concert Band, Percussion Ensemble, Flute Choir and Jazz Combo
Ensembles follow best practices for health, safety, distancing and cleaning. Learn more
morainevalley.edu/ensemble

Community music lessons
Taught by musician-instructors with a passion for sharing their talent

» Highly customizable to your needs
» Flexible schedules for your busy life
» Half-hour and one-hour individual and group sessions or adults and children
» Beginning to advanced instruction

Bass  French horn  Percussion  Tuba
Cello  Guitar  Saxophone  Viola
Clarinet  Oboe  Trombone  Violin
Flute  Piano  Trumpet  Voice

$200 for 30-minute lessons per 8-week session
$400 for 60-minute lessons per 8-week session
Learn more (708) 974-5318
music@morainevalley.edu
morainevalley.edu/music
Fitness Center open to students and the community

COMMUNITY MEMBERS WELCOME
FULL-TIME STUDENTS: FREE
PART-TIME STUDENTS: DISCOUNTED RATE

Multiple memberships available including reduced access and discounted options.

- Birthday parties and community rentals available.
- Great hours – open 7 days a week
- Some of our offerings include:
  » Full in-person group fitness classes (included with membership)
  » Open recreation available to students and members (basketball, volleyball, badminton)
  » Personal training and nutrition coaching services
  » Youth camps and childcare services
  » Group and private swim lessons
  » Open Swim and Lap Swim

Amenities:
- Steam rooms | Whirlpool | Towel service
- Massage services | Strange Brew Café

morainevalley.edu/fitrec
MIDWESTERN FORAGING
Learn how to safely identify plants in the local area that you can cook and make recipes from.

NATIVE PLANTS FOR A TRADITIONAL LANDSCAPE
Discuss native plants that look beautiful and have a growth habit suitable for suburban landscape.

COFFEE TASTING WITH STRANGE BREW
Explore coffee through sight, taste and smell, and learn about different roasting styles.

MOVIE TOUR OF OLD JOLIET PRISON
Meet us at the Old Joliet Prison and learn more about its double histories on this two hour outdoor walking tour.

See the Personal Enrichment and Leisure section for more details.
CAREER TRAINING
Prepare for a successful career, see Nondestructive Testing.
morainevalley.edu/tdl

Continuing Education

For more information, call (708) 974-5735.

Anti-Harassment Training
Are you in compliance? Topics include federal laws, the Illinois Human Rights Act and types of sexual harassment. Participants will receive information on what to do if sexually harassed or a witness to sexual harassment. This course provides one hour of continuing education that is required by the Department of Professional Regulation for sexual harassment training for social workers, public accountants, professional counselors, massage therapists, nursing home administrators, occupational therapists, nurses.

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<tr>
<th>Course</th>
<th>Date(s)</th>
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<tbody>
<tr>
<td>CSE-118-400</td>
<td>Mon, Sep 19, 5:00pm-6:00pm, 1 Day, Virtual</td>
<td>$25.00</td>
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<td>CSE-118-40</td>
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Computer and Internet Skills

For more information, call (708) 974-5735.

Certificate in Data Analysis
Data analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio and make a big difference in the success of your organization by acquiring data analysis skills for business. Course login information will be sent to your e-mail three days prior to the start of the class.

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<tr>
<td>OL4-300-300</td>
<td>Sep 6-Dec 2, 12Wks, ONLINE</td>
<td>$495.00</td>
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Coding Certificate
Coding is becoming one of the most in-demand skills in the workplace today. As a result, coding has become a core skill that bolsters one's chances of becoming a higher value to organizations. The highest demand is for programming languages with broad applicability. Begin by getting introduced to the basics of computer programming and various programming languages. Then go to the next level and acquire all the basics of HTML and CSS. You will learn the relationship between these two industry-standard web page coding languages and the step by step process of hand coding and building web pages. Finally, discover the advanced features of CSS and learn how to use this very powerful language.

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<tr>
<td>OL4-341-300</td>
<td>Sep 6-Dec 2, 12Wks, ONLINE</td>
<td>$495.00</td>
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Computer Skills for the Workplace
Must-have skills to succeed in the workplace include the ability to create, edit and manage presentations in MS PowerPoint, documents in MS Word, email and calendars in MS Outlook, and spreadsheets in MS Excel. Microsoft Office Suite of applications is the most used software tool in the world. Stay current with this class, as it is always up-to-date and will change as the features of MS Office change over time. Master the most common uses so that you can work faster and more efficiently and can take your computer skills from plain and drab to exciting and engaging. You will leave class with a set of skills that are a workplace requirement in today’s fast paced ever-changing environment and will enable your future career success.

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<tr>
<td>OL4-222-300</td>
<td>Sep 6-Sep 30, 4Wks, ONLINE</td>
<td>$195.00</td>
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Excel Level 1 Fast Track
Learn to create, edit, view, print, work with formulas, functions, format cells, and change appearances of a worksheet using Excel 2016. Textbook and USB flash drive required. Prerequisites: Experience with Windows or computer basics and keyboarding skills.

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<tr>
<td>MC4-520-170</td>
<td>Fri, Sep 30, 8:30am-5:00pm, 1 Day, Palos Hills, Rm. T952</td>
<td>$129.00</td>
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</table>
Excel Level 2 Fast Track
Learn to use charts, work with large worksheets, add graphics, use templates, protect worksheets, and manage multiple-sheet workbooks using Excel 2016. Textbook and USB flash drive required. Prerequisite: Excel Level 1 Fast Track (MC4-520) or equivalent experience. MCA-521-170 Fri, Oct 7, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. T952 $129.00

Excel Level 3 Fast Track
Learn to use Excel databases, how to create pivot tables and macros, proper use of financial functions, and data analysis using Excel 2016. Textbook and USB flash drive required. Prerequisite: Excel Level 2 Fast Track (MC4-521) or equivalent experience. MCA-522-170 Fri, Oct 14, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. T952 $129.00

Power BI Certificate
Gain insights into your data using business intelligence software - Power Business Intelligence. Power BI is a widely used business analytics service offered by Microsoft. Power BI Desktop is a complete data analysis and report creation tool that you install for free. Discover the process of creating interactive reports. Integrate financial, marketing, or any other source data in your accounting system, Excel, or on the Web. Streamline the data to what is needed using Power Query. Create charts, maps, and other visuals to see your data in real time. Delve further into Power Query to ETL (Extract, Transform and Load) your data. Build the Data Model using relationships and DAX (Data Analysis Expressions). Utilize Time Intelligence functions to view YoY or YTD reports. Add user friendly features to enhance your reports and analyze your results. This certificate will enhance your skills in data analysis, giving you greater insight into your organization’s performance and allowing you to make more informed decisions. OLA-339-300 Sep 6-Dec 2, 12Wks, ONLINE $465.00

Quickbooks
Hands-on course to learn the basics: settings, invoices, payments, bank deposits, checks, bank feeds, bank and credit card reconciliations, and more. All the accounting you need to know. Core bookkeeping functions are taught to capture your business’s vital financial data while getting your job done. This class will cover both Online and desktop versions of QuickBooks. MCA-212-200 Wed, Sep 7-Nov 9, 8:00pm-8:30pm, 10 Wks, Palos Hills, Rm. M205 $425.00

Quickbooks Payroll
Learn to use the payroll feature of QuickBooks. This class will cover both Online and desktop versions of QuickBooks. MCA-215-200 Wed, Nov 16-Dec 7, 6:00pm-8:00pm, 3 Wks, Palos Hills, Rm. M205 $149.00

SQL Certificate
Structured Query Language (SQL) is the industry standard database programming language. It is one of the most in demand skills in occupations that require interaction with data and analyzing data. Through your knowledge of Structured Query Language, you will become more marketable in computer related career fields that pertain to database administration. Learning SQL can also lead to a job that is specific to a particular database such as a data analyst, a quality assurance analyst, or a business analyst. You’ll first learn about relational database structures, the history and uses of Structured Query Language, and how to use Structured Query Language to create a database, records to database tables, and how to use SQL queries to extract meaningful data from database tables. You will quickly progress from creating simple SQL queries that query a single table to querying multiple tables simultaneously. You’ll also learn how to alter data in a database and how to gather significant statistics from data stored in a database. Finally, you’ll learn techniques that will enable you to write powerful queries that perform complicated searches and sorts on your data. This certificate will enhance your competitiveness in the field of database administration and data analyst jobs. OLA-340-300 Sep 6-Dec 2, 12Wks, ONLINE $495.00

Windows 10
You will learn this new operating system and get to know the expanded Start menu, desktop, and system settings. Learn to customize the features of the operating system and personalize your desktop. Look at files and how to use File Explorer to manage files. Learn to find files and folders, organize and managing files on external drives. You will also use the new Microsoft Edge browser to access the Internet and much, much more. Textbook and USB flash drive required. MCA-475-170 Fri, Sep 9, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. T952 $129.00

Word Level 1 Fast Track
Learn to create and edit various documents and reports, and use the mail merge function within Word 2016. Textbook and USB flash drive required. Prerequisites: Experience with Windows or computer basics and keyboarding skills. MCA-510-170 Fri, Sep 16, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. T952 $129.00

Word Level 2 Fast Track
Learn to work with tables. Create newsletters, employee manuals, promotional brochures, and research papers using Word 2016. Textbook and USB flash drive required. Prerequisites: Word Level 1 Fast Track (MC4-510) or equivalent experience. MC4-511-170 Fri, Sep 23, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. T952 $129.00

Food Service Sanitation
For more information, call (708) 974-5735.

Food Service Sanitation
This 8-hour course including exam is for restaurant owners and managers needing the ServSafe certification. This course with exam will need to be taken every 5 years for renewal. Book required. Purchase book prior to first class. Exam will be given at the end of the session.

V04-215-270 Sat, Oct 1, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. M201 $189.00
V04-215-271 Sat, Nov 12, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. M201 $189.00

Heating and Air Conditioning
For more information, call (708) 974-5735.

EPA 608 Certification Test
EPA 608 certification is required to service building air conditioning and refrigeration systems. This course will cover the EPA 608 certification exam. APA-608-170 Wed, Aug 31, 8:00am-5:00pm, 1 Day, Palos Hills, Rm. T952 $299.00

Health Professionals
For more information, call (708) 974-5735.

Become a Caregiver
This course is designed to train entry-level individuals in preparation for in-home non-medical care of the elderly, disabled and/or infirmed. The caregiver provides assistance, non-medical in nature, but based upon assisting the client in meeting the demands of living independently and maintaining a personal residence, by providing companionship, home, and personal care services. Materials are included. AH4-500-270 Sat, Sep 17-Sep 24, 8:00am-5:00pm, 2 Wks, Palos Hills, Rm. B118 $299.00
AH4-500-271 Sat, Oct 22-Oct 29, 8:00am-5:00pm, 2 Wks, Palos Hills, Rm. B118 $299.00

CPR for Health Professionals
This AHA Basic Life Support (BLS) course is designed for Healthcare Professionals. Intended for either new healthcare students or current healthcare professionals. Included: Adult/Pediatric CPR, one/two rescuer with barrier device, AED, and FBAO/choking. All materials included in fee.
AH4-038-170 Sat, Aug 19, 8:00am-10:00pm, 1 Day, Palos Hills, Rm. T909 $70.00
AH4-038-171 Sat, Aug 19, 11:00am-2:00pm, 1 Day, Palos Hills, Rm. T909 $70.00
AH4-038-172 Sun, Aug 20, 8:00am-1:00pm, 1 Day, Palos Hills, Rm. T909 $70.00
AH4-038-270 Sat, Aug 27, 8:00am-10:00pm, 1 Day, Palos Hills, Rm. T909 $70.00
AH4-038-271 Sat, Sep 10, 8:00am-10:00pm, 1 Day, Palos Hills, Rm. T909 $70.00

Certified Medical Administrative Assistant with Individual Coaching
This 184-hour Online program prepares individuals for a career as a certified medical administrative assistant. Administrative medical assistants are skilled multi-taskers who direct the flow of patients through an office. Effective patient flow allows the practice to operate efficiently, increase revenue and provide a positive experience for the patient. Their duties can include: scheduling appointments; entering demographic and insurance information into practice software; managing patient check-in and check-out; answering phone calls; filing and retrieving paper records; maintaining electronic records; composing correspondence; performing daily financial practices; assigning medical codes; and processing insurance claims. Upon completion, students are prepared to take the Certified Medical Administrative Assistant (CMAA) national certification exam offered by the National Health Career Association (NHA). Testing voucher is included in course fee. The program also includes a self-paced Keyboarding Skills course designed to teach participants how to touch-type the alphabetic, numeric and symbol keys; create, save, and edit word processing documents; and successfully take a timed test during a job interview. Students are enrolled in Online classes and participate in virtual weekly 1-on-1 coaching sessions and a weekly group recap led by an industry-experienced success coach. Students must have their own computers, personal email account and reliable internet access. Computers must have speakers for on-line course work. 1-on-1 coaching sessions can either be on computer with mic and camera or smartphone. Mac OS X Snow Leopard 10.6+ or Windows 8 or higher, Chrome or Firefox, MS Word, Media Player or equivalent, Adobe Acrobat Reader. Students will download Key Pro 5 software. High school diploma/GED or equivalent required. AH4-110-300 Aug 29-Dec 12, 15 Wks, Online $2,650.00
Dental Assisting with Externship
The Dental Assisting program prepares students for entry-level positions in one of the fastest growing health care professions. With the national increase in health care-related services, and the national shortage of health care professionals, the need for dental assistants is growing substantially. With a growing workforce of 300,000 strong, a career in dental assisting ranks as the fourth fastest growing occupation in the health care technician field. Students who complete this course will be prepared to sit for the Dental Assisting National Board (DANB), Radiation Health and Safety (RHS) exam and the DANB - Infection Control Exam (ICE). Must have a high school diploma or GED. Scrubs must be purchased (color: black) and worn at the first day of class. Please call Corporate, Community & Continuing Education at (708) 974-5735 or email CommunityEducation@morainevalley.edu for a student packet.

Optician Certification Training
Master the mathematical formulas that opticians need to know. In addition, you’ll discover how to read prescriptions for glasses and contact lenses, explore the basics of eyewear styles and materials, become familiar with the equipment opticians use, learn about prisms and lens types, and gain an understanding of eye anatomy and eye diseases. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley

Pharmacy Technician Review
Review of pharmacy principles and procedures to prepare entry-level pharmacy technicians to challenge the PCTE National Pharmacy Technicians Exam. Review various disease states, basic physiology, pharmacy law, ethics, and the fundamentals of technician training. Emphasizes pharmacy abbreviations and generic medications, prescription processing and hands-on compounding techniques. Introduces various settings in pharmacy practice, including the community, hospital, managed care, mail order and long-term care. Provides information on qualifying for the pharmacy certification examination. Book required.

Spanish for Medical Professionals
Designed specifically for health care professionals, you will practice the basic, practical language skills needed to effectively communicate with your Spanish-speaking patients and their families. Learn the basics of the language, gain an understanding of the culture, and know how to ask the questions crucial to quality health care. Whether you speak some Spanish and need a refresher, or speak no Spanish, you will complete the course with the skills you need to effectively communicate with your Spanish-speaking patients. Course login information will be sent to your email three days prior to the start of the class.

Interior Design
For more information, call (708) 974-5735.

Certified Residential Interior Designer
This Certified Residential Interior Designer course will teach you the fundamentals and ethical practices involved in becoming a residential interior designer but will also provide you with invaluable insights on running your own design business and building your client base. Upon the completion of the course curriculum, you’ll be prepared to sit for the Residential Interior Designer Exam through the Designer Society of America. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Prepare for an in-demand career in supply chain management

Moraine Valley recently updated its Supply Chain Management certificate to best meet current industry needs.

The Intro to Supply Chain Management Certificate now includes courses on Microsoft Office and Microsoft Excel – tools professionals use to manage and analyze data. In addition, the college added Business and Business Law courses so students not only develop expertise in supply chain management but also general business concepts.

Graduates holding the certificate will be well-equipped to enter the workforce in entry-level or trainee positions in the supply chain industry, including logisticians, cargo/freight agents, shipping/receiving clerks, transportation and distribution agents, and more. Those who are currently employed in the industry will gain enhanced professional knowledge desired for career advancement opportunities.

Learn more: morainevalley.edu/supplychain
Marketing, Digital Design and Communications

For more information, call (708) 974-5735.

Achieving Top Search Engine Positions
The vast majority of web traffic comes from search engines. In this course, you’ll gain the knowledge you need to boost your website’s visibility. By the end of the course, you’ll have mastered proven, step-by-step SEO strategies that you can implement right away. To register for this course, visit ed2go.com/morainevalley
Classes Every Month
Online, 6 Weeks
$135.00

Digital Marketing Certificate
Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ Online advertising. Relevant for any type of organization, including businesses, companies, nonprofits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest most advanced information and answer your toughest questions. Three-month courses.
OL4-319-300 Sep 6-Oct 2, 12Wks, Online
$495.00

Effective Selling
The goal of Effective Selling is not to teach you how to make a sale today but to help you discover how you can easily convert a potential customer into a long-term asset. Effective Selling will help you lay the groundwork for repeat business and your future success. With the knowledge, planning skills, communication techniques and the understanding of human nature that you will gain from this course, your sales will grow as if by magic. To register for this course, visit ed2go.com/morainevalley
Classes Every Month
Online 5 Weeks
$135.00

Email Marketing Associate
Digital marketers are in high demand in the job market, and the need for trained and experienced marketers is constantly expanding. In this course, you will master the art of reaching people by email and building an ongoing relationship using marketing automation. You will also be prepared to take the Online Marketing Certified Associate (OMCA®) exam. This course also includes a voucher which covers the fee of the exam. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online
$1,495.00

Google Analytics
This course, aimed at non-technical users, will take you through all the key techniques and how to use website analytics using the world-standard Google Analytics, a free Online tool. Understand visitor traffic, learn how to calculate return on investment (ROI) for your Online advertising, and find out how to get more conversions and sales from your website visitors.
OL4-308-300 Sep 6-Oct 28, 8Wks, Online
$345.00

Graphic Design Software Certificate
The Adobe software tools are the leading software for graphic design. Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web. Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. InDesign allows you to create simple to complex multi-page documents such as brochures, flyers, books and magazines. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital artwork. Access to the Adobe software tools required.
OL4-342-300 Sep 6-Dec 2, 12Wks, Online
$545.00

Mastering Video Marketing
Video marketing is the latest hot new marketing trend. Shoppers who viewed product videos were 144% more likely to add the product to their cart. Video with good SEO has a 53% higher chance of showing up on page one of Google searches. When done correctly, video can tell a story, and stories connect people. Video also leads to an emotional trigger that plain text cannot do. Two one-month courses.
OL4-323-300 Sep 6-Oct 28, 8 Wks, Online
$395.00

Mobile Marketing Associate
Learn from industry experts as they share critical skills used within the mobile marketing landscape. Learn how to find, engage and convert customers using mobile devices, and you’ll gain a highly coveted skill set within the digital marketing profession. This course will prepare you to take the Online Marketing Certified Associate (OMCA®) exam. This course also includes a voucher which covers the fee of the exam. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online
$1,595.00

Paid Search Professional
Gain a comprehensive, cross-discipline approach to designing, building and maintaining paid digital advertising campaigns. Once you learn how to bring users visiting your site, you will advance to conversion training to learn how to keep them engaged and compel them to convert. You’ll enjoy a comprehensive overview of conversion optimization, with real examples of what works, what doesn’t and what steps you can take to test your ideas. This course offers enrollment with or without a voucher. The voucher is prepaid access to sit for the certifying exam, Online Marketing Certified Professional (OMCP®) upon eligibility and completion. Students will have 9 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online
$1,995.00

SEO Associate
Learn how to recognize the nuances of helping a site rank and develop a conversion optimization framework to turn visitors into customers. This course will prepare you to take the Online Marketing Certified Associate (OMCA®) exam. It also includes a voucher which covers the fee of the exam. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online
$1,595.00

Small Business Marketing on a Shoestring
The small business marketing strategies you’ll learn will fit into any budget — and some are even free! You’ll master cost-effective strategies including strategic partnerships, local marketing, search engine optimization, social networking, email marketing, lead generation, and niche marketing. Whether you’re new to advertising or looking for a refresher, this course will make you a marketing pro. And by the time you’re done, you’ll have a personalized plan of action for increasing your sales. To register for this course visit ed2go.com/morainevalley
Classes Every Month
Online, 6 Weeks
$135.00

Social Media for Business Certificate
Get in on this exciting and growing way to communicate, market and serve your customers and clients. For businesses, nonprofits, government and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn and more, learn how social networks can be used to develop a two-way communication and marketing strategy for your organization. Course login information will be sent to your e-mail three days prior to the start of the class.
OL4-309-300 Sep 6-Dec 2, 12Wks, Online
$495.00

Technical Writing
Improve your understanding and use of written communications, making you an asset in any administrative, management, or technical writer role. Within the course, you will learn research methods, audience considerations, various writing styles, drafting and revision techniques, working in a collaborative environment, and more. This course will also introduce you to a variety of media and formats, such as Microsoft Word and Adobe PDF, and the different writing standards typically required for each. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online
$1,795.00

Web Analytics Associate
Learn how to leverage competitive intelligence to analyze, provide context for, and increase observed marketing successes. Upon completion, you will receive an exam voucher to take the Online Marketing Certified Associate (OMCA®) exam. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online
$1,595.00

WordPress Certificate
WordPress is the most popular content management system (CMS) for website and blog design. Learn or refresh your knowledge of all the initial steps and the required elements for having a website. Topics include an introduction to CMS, WordPress installation and setup, page and content creation, administration, themes (selection, purchase, installation, and setup), working with widgets and plugins, and more.
OL4-330-300 Sep 6-Dec 2, 12Wks, Online
$495.00
Management, Finance & Professional Skills
For more information, call (708) 974-5735.

Accounting Fundamentals Series
Learn the basics of double-entry bookkeeping, and how to analyze and record financial transactions. Handling accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities. We'll cover writing checks to preparing an income statement and closing out accounts at the end of each fiscal period. To register for this course, visit ed2go.com/morainevalley

Classes Every Month
Online
$219.00

Become a Notary Public
Would you like to work as an independent entrepreneur as a notary public and earn $25 to $75 per assignment in this challenging economy? Learn the beginning basics and requirements to become an Illinois notary public, including the code of ethics, common notarial acts and certificates, and notary journals, and select notary associations and databases for notary work. Complete an application and select an agent to begin the process of becoming an Illinois notary public.

MPS-125-200   Thu, Sep 8-Sep 15, 6:00pm-8:00pm, 2 Wks., Palos Hills, Rm. M210 $139.00
MPS-125-201   Thu, Oct 6-Oct 13, 6:00pm-8:00pm, 2 Wks., Palos Hills, Rm. M210 $139.00

Become a Notary Public, Part II
Want to learn how to get connected with agencies that are looking for you? This is an interactive class to assist you with building your independent business. Learn simple strategies for registering with databases and companies that need you. Learn how to accept orders, pricing, payments and reviewing documents. You must have completed a notary class and already have your seal. Please bring your notary supplies with you for review to ensure you have what you need to begin this process.

MPS-127-200   Thu, Dec 1-Dec 8, 6:00pm-8:00pm, 2 Wks., Palos Hills, Rm. M210 $139.00

Bookkeeping Certificate
How do you manage the finances of a business? Whether you are an entrepreneur, running a family business, or just looking to advance your career and add to your skill set, this Bookkeeping Certificate will provide you with the knowledge needed to measure, and manage, the financial health of your business. This program focuses on cash basis accounting. No one will care more about the financial health of your business than you! It’s imperative that you understand how the process works and are able to complete the accounting cycle accurately and in a timely fashion. Even if you plan to outsource your bookkeeping needs, you should still understand how the process works. No one should be clueless when it comes to the finances of their business.

OL4-333-300   Sep 6-Dec 2, 12 Wks., Online $495.00

Business Writing Certificate
Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter or publicity notice, business writing has some defined characteristics for success. Successful communicators in the workplace move forward, others move back. Enhance your career by improving this critical communication skill. Begin with understanding the format, construction, and successful techniques of writing good business reports and proposals. Then improve your skills with editing and proofreading. Finally, discover what good journalists know. Learn how to write a news story, press release or other publicity notice that zings. Help your organization stand out with your new skills in business writing. This certificate will take you to the next level where business writing is a skill for personal and organizational success.

OL4-337-300   Sep 6-Dec 2, 12 Wks., Online $495.00

Building Teams That Work
Learn the components of a successful team and the stages of its development. Master the skills you will need to effectively manage projects, make decisions, and solve problems in a team setting. Plus, you will have a chance to learn the pitfalls of unhealthy group interaction and minimize any of its effects on your team. To register for this course, visit ed2go.com/morainevalley

Classes Every Month
Online, 6 Weeks
$135.00

Call Center Manager
This course will prepare you for a role as a call center manager. Gain the skills needed to ensure your call center operates efficiently, including employee supervision, quality assurance and workforce management. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley

Open Enrollment Self-Paced, Online $2,995.00

Certificate in Non-Profit Administration
Non-profits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff need to be even more productive. Get the best training on revenue generation for nonprofits, and program evaluation for nonprofits, with our Certificate in Nonprofit Administration. You will come away with the latest best information from instructors who train people in nonprofits. One two-month course and one on-month course.

OL4-331-300   Sep 6-Dec 2, 12 Wks., Online $495.00

Certificate in Accounting and Finance for Non-Financial Managers
Every successful person in the workplace utilizes financial information to aid effective decision making. The Certificate in Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting processes used in most businesses and will provide practical techniques that will increase your effectiveness and career. First, get a foundation to understand the seven steps in the accounting cycle and use financial information in decision making. Come away with the knowledge to analyze resource allocation and evaluate financial performance. Then find out what you need to know about cash. Cash is the non-financial manager who really makes a difference in the day-to-day cash activities. Discover how to maximize cash flow, learn the importance of cash and find out your role in cash flow success. Finally, acquire advanced knowledge on the financial information that drives your organization. See how business reports are assessed and analyzed. An understanding of this information will help you make smart decisions when it comes to budgeting, setting goals, and assessing performance within your own area of influence. Three one-month courses

OL4-314-300   Sep 6-Dec 2, 12 Wks., Online $495.00

Join film expert Kelli Marshall for an exciting tour of The Old Joliet Prison. See Film and Movies in the Personal Enrichment and Leisure section.
Certificate in Leadership Development
Especially geared for future leaders in the Gen Y generation (born 1980–1999), the certificate provides how-to practical information on advancing your leadership potential and making a difference in both the workplace and in society. Find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, utilizing your emotions in a positive and effective manner, and addressing challenging goals. Then learn the unspoken secrets that leaders know and the strategies they employ/exhibit in for influencing others. Leadership skills are acquired and learned. You can become a leader if you know the do’s and don’ts; what to say, what not to say; what to do, what not to do. At the end of completing the three-course certificate, you will come away with a new understanding, new toolbox of leadership skills, and the information to move your leadership development into high gear. Three one-month courses.
OL4-317-300 Sep 6-Dec 2, 12Wks, Online $395.00
Certificate in Customer Service
Customer service is now essential for business and all work organizations. With the increase of technology, human interaction with customers becomes all-the-more important. Whether it relates to retaining customers, serving your audience, or turning inquiries from potential customers into sales, good customer service is now one of the central factors in organizational success. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization's success. You will also take away some extraordinary customer service techniques you won't find anywhere else. Two one-month courses.
OL4-316-300 Sep 6-Oct 28, 8Wks, Online $245.00
Certificate in Project Management
In today's business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Gain the skills, tools and templates to develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided.
OL4-327-300 Sep 6-Dec 2, 12Wks, Online $495.00
Effective Grammar Certificate
Good grammar doesn’t make good writing, but good writing demands good grammar. Whether you’re a student or a professional, a career changer or a job seeker, this comprehensive program will guide you through the linguistic twists and turns of English grammar and equip you to write more effectively from day one. The first course covers the basics of grammar at the word level, including parts of speech and commonly confused words. In the second course, you’ll learn about grammar at the sentence level, from fragments to run-ons. In the third course, you’ll focus on the finer points of capitalization and punctuation, as well as advanced concepts like parallelism and agreement. The grammar knowledge you’ll gain from this certificate applies to whatever kind of writing you do now or aspire to create in the future. Everything you learn will elevate your communication skills and help you polish and edit your writing.
OL4-338-300 Sep 6-Oct 28, 8Wks, Online $295.00
Entrepreneurship Certificate
Boost your chances of success for your new or small business and reduce your risks. Get the latest on planning your business, brainstorming business ideas and a checklist for going into business. Then learn how to create a business plan, including assessing business feasibility and prepare the management and financial plans. Then take home a step by step approach to attract and keep customers, with an emphasis on customer-driven marketing decisions and building a strong brand. At the end of this certificate, you will be able to identify the abilities required of successful entrepreneurs and how to acquire them, develop goals to help establish your business, develop an outline for your plan, and take home techniques to successfully manage and market your new business.
OL4-336-300 Sep 6-Dec 2, 12Wks, Online $495.00
Grant Writing Suite
This course speaks mainly to nonprofit organizations, schools, religious institutions, and municipalities seeking grants from foundation, corporate, government and individual donors. This course shows you how to research and write winning proposals that get funded. Become proficient in the proposal format and gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected. To register for this course, visit ed2go.com/morainevalley.
Classes Every Month Online $299.00
Human Resources Professional
The Human Resources Professional course prepares you for a career in human resources. This course explores the foundational aspects of HR, including human resource laws, hiring disciplines, and labor relations. You will learn industry-recognized practices that align with the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM). Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley.
Open Enrollment Self-Paced Online $1,795.00
Cannabis Programs
Moraine Valley offers credit and non-credit cannabis certification programs that target different points of expertise in the cannabis industry. Gain cutting-edge knowledge and advanced job skills to excel and increase your prospective job opportunities. These programs offer flexibility and the fundamentals needed to join this in-demand career field.
NONCREDIT PROGRAMS
Advanced Cultivation Technician Certificate
Advanced Manufacturing Agent Certificate
CREDIT PROGRAM
Cannabis Retail Specialist Certificate
Learn more
morainevalley.edu/cannabis
Management Certificate
Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Then you will explore the principles of collaborative management and gain insight on how to expand your collaborative skills for success of your team or organization. Finally, get the keys to manage different generations in your workplace. Discover what motivates each generation at work, what incentives they respond to, and what messages they value. Three one-month courses.

OL4-318-300  Sep 6-Dec 2, 12Wks, Online  $595.00

Presentation Skills Suite
You can become an effective public speaker! Find out how to talk confidently and persuasively to both large audiences and small groups and how to plan and deliver your presentations skillfully. Build your skills step-by-step, to present a short or long speech, how to handle questions and manage conflict in meetings, and even how to shine in a job interview. You'll learn how to use Microsoft PowerPoint 2016 to create professional-quality slide presentations that grab and hold your audience's attention from start to finish. To register for this course visit ed2go.com/morainevalley

OL4-318-300  Sep 6-Dec 2, 12Wks, Online  $595.00

Project Management Professional Series
Master the essentials of project management. Become an indispensable member of your project team by discovering and mastering the critical concepts you need to plan, implement, control and close any type of project. Learn about project politics and ethics, project measurements, and project closure. You’ll be able to develop all sections of a project plan, you’ll become comfortable with the project management body of knowledge, and you’ll develop a variety of powerful techniques to generate project ideas. To register for this course visit ed2go.com/morainevalley

OL4-318-300  Sep 6-Dec 2, 12Wks, Online  $595.00

Salesforce: Power User
Learn how to work with Salesforce in order to achieve the desired results within your position. The course covers all uses of Salesforce — from the sales perspective through HR and management’s perspective. As a salesperson, learning all the various best practices of Salesforce allows you to manage your time more efficiently as well as increase your sales through better lead management and nurturing. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley

OL4-318-300  Sep 6-Dec 2, 12Wks, Online  $595.00

Small Business Suite
Learn how to use the same marketing tricks the big companies employ — without making a big dent in your wallet. As you build your own customized marketing plan step by step, you’ll discover how to attract your target audiences, entice customers to buy your product or service, and keep buyers coming back for more. To register for this course, visit ed2go.com/morainevalley

OL4-318-300  Sep 6-Dec 2, 12Wks, Online  $595.00

Start Your Own Consulting Practice
Learn the complete process of starting and operating a consulting practice. The course will begin with surveys and assessments designed to help you pinpoint the best consulting services to offer. You will then develop a complete business plan for your consulting firm that details finances, pricing policies, contracting and marketing. The course concludes with a discussion of recordkeeping and tax concerns. To register for this course, visit ed2go.com/morainevalley

OL4-318-300  Sep 6-Dec 2, 12Wks, Online  $595.00

Enjoy the flexibility of online learning
Moraine Valley offers online learning opportunities. Explore areas in marketing, leadership and management, teacher development and more. Earn your degree or certificate entirely online. Gain a college credential from the comfort of your home, day or night!

morainevalley.edu/online

20+ fully online degrees and certificates
Radiation Safety
This course fulfills the 40-hour requirement. Provides initial classroom training for industrial radiographers. Upon completion, students will be able to establish industrial radiation safety barriers, select, set-up, and calibrate radiation safety equipment, set-up and operate X-ray devices, gamma radiographic devices and other equipment, and determine proper exposure levels. Students receiving a passing grade in this class will be prepared to take the radiographer trainee test administered by the Illinois Emergency Management Agency (IEMA). (2.5 AEC)
ND8-112-001 Mon/Tues/Thur/Fri, Sep 19-23 9:00am-5:00pm, 1 Week, Palos Hills, Rm. T501 $1,300.00
ND8-112-002 Mon/Tues/Thur/Fri, Oct 17-Oct 21 9:00am-5:00pm, 1 Week, Palos Hills, Rm. T501 $1,300.00

Ultrasonic Testing Level 2
This course prepares students to perform ultrasonic testing using transverse/shear/angle beam wave techniques to detect flaws in full-penetration welds and forged metallic components. Students will complete a variety of inspection projects, interpret results, and complete reports. This class may be directed toward the inspection and full-penetration welds. This course meets the requirements for UT level II inspectors as recommended by SNT-TC-1A and ANSI/ASNT-CP-189. Prerequisite: ND8-208 or equivalent experience or consent of the instructor.
ND4-207-001 Mon/Tues/Thur/Fri, Nov 14-Nov 18 9:00am-5:00pm, 1 Week, Palos Hills, Rm. T501 $1,300.00

Real Estate
For more information, call (708) 974-5735.

Real Estate Broker Topics
Course provides instruction in real estate fundamentals. Topics include license law, real property, agency basics, seller and buyer relationships and counseling, local, state and federal laws effecting real estate, brokerage, marketing and advertising, market analysis and appraisal, financing, contracts, independent contractor and employee status, and occupational disciplines and business planning. Textbook required. Study guide optional. Purchase textbook prior to first class and read chapters 1, 2, 3. Students are required to attend all sessions of class. (Required Broker Course)
RE4-101-001 Mon/Tues/Thur/Fri, Aug 22-Sep 6, 9:00am-4:00pm, 2 Wks, Palos Hills, Rm. M201 $550.00
RE4-101-200 Mon/Wed, Sep 12-Nov 5, 6:00am-9:30pm, 3Wks, Palos Hills, Rm. M201 $550.00

Real Estate Applied Broker Principles Interactive
Course includes role play, situational and case study examples. Topics include listing presentation, buyer representation, agency disclosure, purchase agreements, handling offers, market analysis, fair housing, antitrust, and inspection/repair issues. Textbook required. Students are required to attend all sessions of class. (Required Broker Course)
RE4-102-001 Wed/Thur/Fri, Sep 7-Sep 9, 9:00am-4:00pm, 1 Week, Palos Hills, Rm. M201 $175.00
RE4-102-200 Mon/Wed, Nov 14-Dec 5, 5:00am-9:00pm, 3Wks, Palos Hills, Rm. M201 $175.00

Teacher Professional Development
For more information, call (708) 974-5735.

Certificate in Learning Styles
We know we each learn differently, so in this century, you teach everyone equally by teaching them differently. In this course you get the most advanced information about the three most important and most prevalent characteristics you experience with your participants: generation, gender, and the autism spectrum.
OL4-331-300 Oct 3-Dec 2, 8 Wks, Online $395.00

Certificate in Online Teaching
Get the best instruction from the foremost authorities in Online learning. From building an Online course to improving an Online course, from fostering Online discussion to encouraging student interaction, from traditional assessment to Online tests, the program will give you both the fundamentals of teaching Online, as well as the most advanced tips and techniques in the business.
OL4-333-300 Sep 6-Dec 2, 12Wks, Online $495.00

Child Development Associate Training
The Child Development Associate Training course was designed especially for working adults. Upon completion of the course, you will have earned the 120 hours of professional development required by the Council of Professional Recognition for CDA certification. Students will have 9 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley
Open Enrollment Self-Paced, Online $850.00

MORaine Valley Community College Palos Hills | Blue Island | Tinley Park
Go the distance

The opportunities for a career in the supply chain industry in Chicagoland are on the rise. The Class A 160-Hour Certification includes: 40 hours of classroom training and 120 hours of experience driving in the yard, on local streets and highways.

Registration for CDL classes is ongoing.

See Transportation, Distribution and Logistics.

Child Development Associate Training Renewal

This course provides the 45 hours or 4.5 Continuing Education Units (CEUs) required by the CDA Council to fulfill and renew your Child Development Associate (CDA) credential. This course is selected from the eight CDA competency areas to provide a breadth of knowledge, and they support the requirements for renewing your certification for Associates original settings, age-level endorsement and specialization. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley

Open Enrollment  Self-Paced, Online  $499.00

Content Literacy: Grades 6-12

Discover literacy development strategies that make content come alive for each and every student! You will see how new literacy standards relate to the content areas and uncover the many ways adolescent development is connected to effective teaching. Explore differentiated education and see how easy it can be to deliver content to students at varying levels of literacy development. In addition, you’ll analyze your current teaching practices to identify the effective literacy development that you’re already doing. To register for this course, visit ed2go.com/morainevalley

Classes Every Month Online, 6 Weeks  $135.00

Creating a Classroom Website

Learn how to build a site with text, images, animations, tables, links and more. Then you will create a WebQuest and a blog to add to your site. You’ll also discover how students can use site builders to create their own websites in minutes. By the end of this course, you’ll have your own published classroom website, and you’ll feel energized by your great new teaching tool! To register for this course, visit ed2go.com/morainevalley

Classes Every Month Online, 6 Weeks  $135.00

Differentiating K-12 Assessments

Differentiated assessment is the key to helping every student succeed. No matter what grade you’re teaching, this course will give you the tools you need to gather your assessment data quickly and easily. You’ll discover how to identify and share learning goals, gather assessment information, adjust your instruction and provide feedback to your students. To register for this course visit ed2go.com/morainevalley

Classes Every Month Online, 6 Weeks  $135.00

Integrating Technology in the Classroom

In this teacher professional development course, you will learn the secrets of technology integration in the classroom, gaining the skills educators need to use tools such as wikis, podcasts, and blogs effectively. You will discover simple ways to integrate technology to enhance your subject material and meet your Common Core standards and other course goals. You will learn how to design presentations for auditory, visual and kinesthetic learning styles; how to teach keyboarding and word processing; how to develop standards-based lesson plans; and more. To register for this course, visit ed2go.com/morainevalley

Classes Every Month Online, 6 Weeks  $135.00

Teacher’s Aide with ParaPro Prep

This course will prepare you for the ETS ParaPro Assessment exam, so you can work as a teacher’s aide. You’ll learn how these para-professional educators assist with classroom instruction and build a foundation in educational principles like classroom management. Most importantly, you’ll develop strategies to support students of different learning abilities in reading, writing and math. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley

Open Enrollment  Self-Paced, Online  $1,695.00

Teaching Smarter with SMART Boards

This course, you will discover how to create outstanding presentations with SMART Board and SMART Notebook technology. By the time you’re done with this course, you will be an expert at using your new high-tech tools to plan SMART board lessons that provide engaging, thought-provoking and easy-to-update material for today’s media-savvy learners. To register for this course, visit ed2go.com/morainevalley

Classes Every Month Online, 6 Weeks  $135.00

Transportation, Distribution and Logistics

For more information, call (708) 974-5735.

Certified Logistics Associate

The program is designed to align with Manufacturing Skills Standards Council (MSSC) standards for the Certified Logistics Associate (CLA). This course covers the core competency areas required for high skilled, frontline material handling workers across all supply chain facilities. Topics include basic supply chain logistics, global supply chain logistics life cycle, logistics environment, material handling equipment, safety principles, material handling and equipment operation, quality control principles, workplace communications, teamwork and workplace behavior and computer usage. Upon completion, students will be assessed for the foundation level Certified Logistics Associate credential. (2.5 AEC)

MP8-700-400  Tues/Thur, Sep 6-Oct 11, 6:00pm-10:00pm, 5 Wks, VRTL, Online  $1,099.00

Certified Logistics Technician

This course covers the core competency areas required for mid-level, high performance material handling workers across all supply chain facilities. Topics include product receiving and storage, order processing, packaging and shipment, inventory control, transportation, and metrics. The program is aligned with Manufacturing Skills Standards Council (MSSC) standards for Certified Logistics Technicians (CLT). Upon completion, students will be assessed for the Certified Logistics Technician credential. (2.5 AEC)

MP8-701-400  Tues/Thur, Oct 18-Nov 17, 6:00pm-10:00pm, 5 Wks, VRTL, Online  $1,099.00

Commercial Driver’s License (CDL)

Moraine Valley Community College provides you with the training you need to feel confident and comfortable on the open road. Earn a Class A CDL license. The 160-Hour Certification includes 40 hours of classroom training – pass your written test with flying colors, 120 hours of experience driving in the yard, on local streets, highways, and interstate roads which includes both behind the wheel and observation time. The program fees are all inclusive. Call (312) 815-1854 to set up an appointment to talk with our CDL program manager, Julie Mensching.

Forklift Operator Training & Safety

This course provides formal training in the correct use and safe procedures of operating powered industrial forklift trucks. Designed to fulfill OSHA’s requirement that “only trained and authorized operators shall be permitted to operate powered industrial trucks.” This training is applicable for Electric, LPG, Gasoline and Diesel operated powered industrial trucks. Trainees must pass a written test and operator performance evaluation test. OSHA required a written test with pass/fail standards. Materials included.

MP5-120-001  Wed, Aug 17, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-002  Wed, Sep 7, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-003  Wed, Sep 21, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-004  Wed, Oct 5, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-005  Wed, Oct 19, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-006  Wed, Nov 2, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-007  Wed, Nov 16, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-008  Wed, Dec 7, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

MP5-120-009  Wed, Dec 21, 8:00am-3:00pm, 1 Day, Off Campus  $125.00

### Teaching Smarter with SMART Boards

- **Course Focus:**
  - Create outstanding presentations with SMART Board and SMART Notebook technology.
- **Objectives:**
  - Discover high-tech tools for lesson planning.
  - Engage students with thought-provoking material.
- **Requirements:**
  - Access to SMART Board technology.
  - Experience in educational technology.

### Child Development Associate Training Renewal

- **Course Focus:**
  - Provide 45 hours or 4.5 CEUs for CDA renewal.
- **Objectives:**
  - Enhance child development knowledge.
  - Meet new literacy standards.
- **Requirements:**
  - Current Child Development Associate credential.

### Content Literacy: Grades 6-12

- **Course Focus:**
  - Discover literacy development strategies across content areas.
- **Objectives:**
  - Differentiate instruction for diverse learners.
  - Develop literacy plans aligned with content standards.
- **Requirements:**
  - Basic literacy instruction knowledge.

### Creating a Classroom Website

- **Course Focus:**
  - Build engaging websites for classroom use.
- **Objectives:**
  - Utilize web tools for content delivery.
  - Create interactive learning experiences.
- **Requirements:**
  - Basic computer literacy skills.

### Differentiating K-12 Assessments

- **Course Focus:**
  - Assess student learning effectively.
- **Objectives:**
  - Identify and share learning goals.
  - Adjust instruction based on assessment data.
- **Requirements:**
  - Experience in educational assessment.

### Integrating Technology in the Classroom

- **Course Focus:**
  - Enhance subject material with technology.
- **Objectives:**
  - Design presentations for diverse learning styles.
  - Implement technology tools for teaching.
- **Requirements:**
  - Basic knowledge of educational technology.

### Certified Logistics Associate

- **Course Focus:**
  - Align with MSSC standards for CLA.
- **Objectives:**
  - Cover core competency areas for material handling.
  - Prepare for certification assessment.
- **Requirements:**
  - Basic logistics knowledge.

### Certified Logistics Technician

- **Course Focus:**
  - Align with MSSC standards for CLT.
- **Objectives:**
  - Cover mid-level competency areas.
  - Prepare for certification assessment.
- **Requirements:**
  - Basic logistics knowledge.

### Commercial Driver’s License (CDL)

- **Course Focus:**
  - Earn Class A CDL license.
- **Objectives:**
  - Complete 40 hours of classroom training.
  - Pass written and practical tests.
- **Requirements:**
  - Basic CDL knowledge.

### Forklift Operator Training & Safety

- **Course Focus:**
  - Operate powered industrial forklift trucks safely.
- **Objectives:**
  - Pass written and practical tests.
  - Meet OSHA standards for powered industrial trucks.
- **Requirements:**
  - Basic forklift operating knowledge.
Forklift Operator Training & Safety - Spanish  
This course provides formal training in the correct use and safe procedures of operating powered industrial forklift trucks. Designed to fulfill OSHA’s requirement that “only trained and authorized operators shall be permitted to operate powered industrial trucks.” This training is applicable for Electric, LPG, Gasoline and Diesel operated powered industrial trucks. Trainees must pass a written test and operator performance evaluation test. OSHA required a written test with pass/fail standards. Course is taught entirely in Spanish. Materials included.

- MPS-122-001 Tues, Aug 23, 8:00am-3:00pm, 1 Day, Off Campus    $125.00
- MPS-122-002 Tues, Sep 20, 8:00am-3:00pm, 1 Day, Off Campus    $125.00
- MPS-122-003 Tues, Oct 18, 8:00am-3:00pm, 1 Day, Off Campus    $125.00
- MPS-122-004 Tues, Nov 22, 8:00am-3:00pm, 1 Day, Off Campus    $125.00
- MPS-122-005 Tues, Dec 20, 8:00am-3:00pm, 1 Day, Off Campus    $125.00

**NEW**  
Introduction to a Career as a Freight Broker  
Becoming a freight broker is your first step in potential financial independence. Your ability to work in the supply chain as a freight broker can be very profitable based on your initiative and willingness to work and build relationships. As a broker, you will arrange for shipments in multiple modes of transportation such as air, rail, truck, pipeline, and water. Your value to your customers will determine your level of success. You can join an existing brokerage or work on your own - the choice is yours. Either way, brokers make global freight move efficiently and effectively.

- TD4-300-001 Thu, Sep 8, 1:00pm-3:00pm, 1 Day, Palos Hills, Rm. M201    $30.00
- TD4-300-400 Thu, Sep 29, 6:00pm-8:00pm, 1 Day, Virtual    $30.00

Freight Broker /Agent Training  
Become part of the exciting trucking, freight logistics, and transportation industries as a licensed freight broker or as a freight broker agent. Freight broker training will help you learn the skills you need to be a successful Freight Broker/Agent. From licensing and operations, to sales and marketing, you’ll learn the basics of how to run a domestic freight brokerage or agency in the United States. Students will have 6 months to complete the course. To register for this course, visit https://careertraining.ed2go.com/morainevalley

- VT4-101-590 Tues/Thur, Aug 22-Dec 15, 9:00am-2:00pm, 17 Wks, Tinley Park, Rm. 206   $2,699.00

**Veterinary Assistant**  
For more information, call (708) 974-5735.  

**Veterinary Assistant**  
Veterinary assistants are integral members of the veterinary team and are in demand. Topics covered in class include medical terminology; animal handling and behavior; laboratory safety and procedures; pharmacology; imaging procedures (x-rays) and radiation safety; patient monitoring; disease prevention; and more. This program is appropriate for anyone interested in pursuing a career in veterinary medicine, grooming; animal training; pet sitting; or dog walking. This program can also benefit those seeking to change careers or re-enter the workforce, pet owners, and of course, pet lovers. Students must be 18 or older and have graduated high school. Clinical experience is an asset, and in addition to the 150 hours of interactive classroom and laboratory sessions, eligible students can earn a 100-hour clinical rotation in a veterinary hospital where they will have the opportunity to apply classroom materials in a real-world setting. Students who have successfully completed the course and clinical rotation will receive a Certificate of Completion which might satisfy some entrance requirements in more advanced veterinary career programs. This is a NAVTA approved course; students who successfully complete course requirements will be able to sit for the national exam to earn an official Approved Veterinary Assistant (AVA) credential.

- VT4-101-590 Tues/Thur, Aug 22-Dec 15, 9:00am-2:00pm, 17 Wks, Tinley Park, Rm. 206   $2,699.00

**Build strength, balance and flexibility through the practice of yoga.**  
Explore our yoga classes. See Fitness/Health/Sports in the Personal Enrichment and Leisure section.
Things to do
Join us on campus or online with opportunities for the whole family

» **ART GALLERY EXHIBITIONS**
The Robert F. DeCaprio Art Gallery presents significant works by local, national and international artists.
morainevalley.edu/gallery

» **CLASSES FOR ALL AGES**
Kids, teens, adults and those 55+. Look through our class listings for online and in-person learning.

» **FINE AND PERFORMING ARTS CENTER**
Concerts, dance, comedy, music and multicultural experiences for the whole family. Enjoy amazing entertainment without the hassles of going downtown. Beautiful theater where every seat is a good one.
morainevalley.edu/fpac

» **HEALTH, FITNESS AND RECREATION CENTER**
Get healthy. Stay fit. Features exercise equipment, indoor walking track, group classes, open swim times, open gym times, swim lessons, youth and family space, and more. Great membership rates.
morainevalley.edu/fitrec

» **MUSIC**
Concerts and live streams by some of your favorite Moraine Valley music ensembles.
morainevalley.edu/fpac/academic-music

» **THEATER PRODUCTIONS BY ACADEMIC THEATER DEPARTMENT**
morainevalley.edu/fpac/academic-theater

» **SWIM LESSONS**
Group, preschool and private swim lessons are available at FitRec (Building H) this summer. Group lessons available for 5-13 years of age. Preschool lessons for ages 3-5. Private lessons available for all ages. Registration required.
morainevalley.edu/fitrec/programs/swim-lessons/

» **WALKING PATH**
Our 1.45-mile path along the perimeter road of campus is ideal for a brisk walk. Workout stations are available along the way.

» **HALLOWEEN 5K**
Saturday, Oct. 29, 9 a.m.
The Moraine Valley Health, Fitness & Recreation Center hosts an annual Halloween 5k Run/Walk in conjunction with the Moraine Valley Foundation. Open to the Moraine Valley campus and community, this race donates all proceeds to the Moraine Valley Foundation, which provides need-based scholarships to students including FitRec employees. By participating, you can make a difference in the lives of students by helping them afford a college education. Because it is near Halloween, costumes are highly encouraged. Strollers are allowed on the course.
morainevalley.edu/fitrec/programs/halloween5k
Dental Assisting

The noncredit Dental Assisting program prepares students for entry-level positions in one of the fastest-growing health care professions. Students will get familiarized with areas of administration and clinical dental assisting and the responsibilities required to function as an assistant in a dental practice.

See Health Professionals in the Career Training section.
Build a class schedule that's right for your life

IN-PERSON CLASSES
Location codes: MVCC, ECBI, SWEC
Section numbers: 001-229, 500-599
In-person learning is traditional classroom instruction that occurs in real time between teachers and students at one of our three locations—our main campus in Palos Hills or our sites in Blue Island and Tinley Park. These class sessions will have a set schedule and require in-person student attendance.

ONLINE CLASSES
Location code: ONLN | Section numbers: 300-339
An online course is a mostly asynchronous learning experience (no set meeting dates and times) using Canvas (Moraine Valley’s learning management system) and/or other technology via the internet to deliver content, facilitate communication, collect student work and assess student performance. Any components with set days and times, if any, are optional.

HYBRID CLASSES
Location codes: MVCC, ECBI, SWEC
Section numbers: 350-399
A hybrid course is a blend of mostly asynchronous online learning experiences (no set online meeting dates and times) and face-to-face class sessions. Hybrid courses have learning activities that must be completed via Canvas (Moraine Valley’s learning management system) or other technology, as well as class sessions that require on-campus or other in-person attendance, such as labs and clinicals. If a student is registered for a hybrid class, the class session offered will be in person on campus or other locations depending on the needs of the program. These in-person meetings must occur during the scheduled in-person class time. If required by health concerns or governmental orders, synchronous components (online, scheduled dates and times) will be added by the instructor if the course must go fully online at some point during the semester.

Find a class format that appeals to your learning style

IN PERSON | ONLINE | HYBRID
Moraine Valley Community College offers:

» General education courses that can be transferred to a four-year school at a fraction of the cost
» Classes and support services both in-person and online
» Career programs that prepare you for an in-demand job in two years or less
Navigate Campus Easily with Mapping Tool

You’ll see 3-D versions of all the campus buildings, outdoor facilities, parking lots, and you even can see where all of our beautiful trees grow. The tool lets you input a starting and ending location, and you’ll instantly see a path to follow on whatever device you’re using. Once you arrive at your destination, you can zoom in to read room numbers.

Check it out today

morainevalley.edu/maps
Prohibition of Smoking and Concealed Carry on Campus

Smoking is prohibited on campus. Smoking is allowed only inside vehicles in parking lots. morainevalley.edu/tobacco

Concealed Carry
Moraine Valley Community College District 524 expressly prohibits the carrying of concealed weapons on college owned or controlled buildings and grounds, athletic fields, artistic or entertainment venues, officially recognized college-related organization property, whether owned or leased, and any real property, including parking areas, sidewalks, and common areas under the control of Moraine Valley Community College District 524, as pursuant to Illinois Public Act 098-0063, the Firearm Concealed Carry Act. Nothing in this policy restricts the carrying or use of firearms for the purpose of law enforcement training programs, or possession by sworn law enforcement officers. Violations of this policy will result in arrest by the Moraine Valley Police Department.

Settings and Services

Parking
Free parking available on campus, excluding administrative and faculty spots. If you have any questions about parking, contact the Moraine Valley Police Department, Building P (708) 974-5555 morainevalley.edu/police

Bus Routes
These Pace bus routes serve Moraine Valley’s Palos Hills, Blue Island and Tinley Park locations every week day:
Route 379 (Midway-Orland Square)
Route 381 (95th Street)
Route 385 (87th Street-111th Street-127th Street)
Route 595 (Tinley Park Call-n-Ride)
The bus stop at the main campus is in front of Buildings S and U.

Download our app

Bookstore
The Bookstore is committed to giving students competitive prices on textbooks. Books, apparel and gift orders can be placed online with free shipping or curbside pickup. Building D, (708) 974-5716 books.morainevalley.edu

Tuition and Fees
Noncredit/Vocational Skills Courses — Tuition and fees are assigned differently for each course and are listed in the course descriptions. Tuition and fees may change without notice. Courses designated with adult education credit (AEC) are supported by state and local funds. Tuition refund policy follows that of the Noncredit/Vocational Skills (AEC) courses. Courses designated AEC courses are graded with a pass/fail and are placed on the student’s official college transcript. morainevalley.edu/tuition

Refund Policy
Noncredit/Vocational Skills Courses — It is the student’s responsibility to drop a course three calendar days prior to the start date of the course to receive a full refund. Courses dropped less than three calendar days before, or dropped after the start of the course will not receive a refund. Please note, if registration for a class occurs within three calendar days of the class starting, there is no refund. No-shows do not constitute cancelation. No credit may be used toward another selection for missed classes. Classes canceled by the college will be refunded in full.

Maps
View online maps and building room guides at morainevalley.edu/maps

Locations Key
Palos Hills  Online  Virtual 9000 W. College Parkway, Palos Hills, IL 60465-2478
Mind, Body and Spirit

**TAI CHI / QUI GONG**
Improve balance and flexibility while increasing your strength in this 10-week course. These traditional forms of martial arts assist in reducing stress and focus on inner healing and vital energy.

**MINDFULNESS-BASED STRESS REDUCTION**
Learn key elements of mindfulness as it relates to stress-reduction and enhancing your overall well-being. This 8-week course walks you through guided meditation, gentle stretching and how to practice mindfulness techniques and integrate them into your daily life.

**YOGA**
Explore the harmony between mind and body.
This 6-week course develops your strength, balance, flexibility, endurance and concentration for those at all fitness levels.

**GET ORGANIZED AND STRESS LESS**
Now more than ever, our homes and brains often feel overwhelming and full of clutter. Discover time management tactics, strategies to clear the clutter and stress relief tools that will fit with your busy lifestyle.

See the Personal Enrichment and Leisure section for more details.
Explore a variety of arts and crafts topics including:

» Stained Glass
» Drawing Basics
» Create Your Own Wreath
» Watercolors
» Acrylic Pour Paint

And more!

Let your creativity shine!